



DEVELOPMENT SERVICES DEPARTMENT

Building (954-797-1111)

Engineering (954-797-1113)

Planning & Zoning (954-797-1103)

TOWN OF DAVIE 6591 ORANGE DRIVE, DAVIE, FLORIDA 33314-3399 (954) 797-1000

CARPORT CHECKLIST

Required

- _____ Property Tax Folio Number (On Tax Notice or Receipt)
- _____ **Zoning** (Condominium/ Homeowners Association Approval Letter if governed by an Association Letter must state the Association is aware of the intended improvement(s)
(1 Sealed Survey (Original) and 2 Copies No older than 2 years without survey affidavit if there are no changes to property since date on survey)
(2 Location/ Plot Plan Showing all intended **set backs from property line** and other existing structures)
Surveys must show all easements and encumbrances
- _____ **Engineering** (Slab Provide drainage cross sections from top of slab to property lines include all dimensions, elevations and slopes show all views.)
(Swale provide cross section of swale; must be a minimum of 3" in right away for drainage)
- _____ **Structural** (2 complete sets of plans sealed by Architect / Struct Engineer)
Soil compaction letter/Bearing capacity letter
HVHZ Roofing Application (roof addendums)
- _____ Drainage District: if applicable - Drainage/Lake Maintenance Easement (**Required only if structure is in easement**)
(Stamped on slab Location Plan)
- _____ Central Broward Water Control District
- _____ South Broward Drainage District Approval
- _____ Tindall Hammock Approval
- _____ Completed Building Permit Applications
- _____ Notarized Signature on Applications
- _____ Contractors- A Copy of all application licenses (Competency & Occupational) original insurance certificates for
Workman's Comp and General Liability
- _____ Disclosure Statement - if submitted as on owner / builder application.
- _____ Plan Check Fee in the amount of \$30.00 at time of submitting application.